

**A RESOLUTION
BY FINANCE/ EXECUTIVE COMMITTEE**

10- R-1663

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE RENEWAL AGREEMENT NO. 1 WITH MSB GOVERNMENT SERVICES, FOR FC-4678, FINANCIAL COLLECTIONS, ON BEHALF OF THE DEPARTMENT OF FINANCE, AT A COMPENSATION RATE OF 19.8% OF THE PRINCIPAL AMOUNT COLLECTED TO BE CHARGED TO AND PAID FROM FUND, DEPARTMENT ORGANIZATION AND ACCOUNT NUMBER 7101 (AGENCY FUND) 190101 (JDA MUNICIPAL COURTS OPERATIONS) 5212001 (CONSULTING/ PROFESSIONAL SERVICES) 2650000 (MUNICIPAL COURTS) 202361 (COLLECTION FEE-ACCTS RECBLE) 91468 (AGENCY FUND 9999); 7101 (AGENCY FUND) 170101 (COMMISSIONER OF WATERSHED MGT) 5212001 (CONSULTING/ PROFESSIONAL SERVICES); 1320000 (CHIEF EXECUTIVE) 202361 (COLLECTION FEE) 91468 (AGENCY FUND 9999); 7101 (AGENCY FUND) 190191 (JDA MUNICIPAL COURT OPERATIONS) 5212001 (CONSULTING/ PROFESSIONAL SERVICES) 2650000 (MUNICIPAL COURTS) 202361 (COLLECTION FEE- ACCTS RECBLE) 91468 (AGENCY FUND 9999); ALL FUNDS COLLECTED WILL BE DEPOSITED TO FUND, DEPARTMENT ORGANIZATION AND ACCOUNT NUMBER 1001 (GENERAL FUND) 000002 (GENERAL FUND ORG) 3441102 (SANITARY SERVICE); 1001 (GENERAL FUND) 000002 (GENERAL FUND ORG) 3212002 (GENERAL BUS. LICENSES); 5051 (WATER & WASTEWATER REVENUE FUND) 000002 (GENERAL FUND ORG) 3442101 (WATER SERVICE); 5051 (WATER & WASTEWATER REVENUE FUND) 000002 (GENERAL REVENUE ORG) 3442551 (SEWER SERVICES); 5051 (WATER & WASTEWATER REVENUE FUND) 000002 (GENERAL REVENUE ORG) 3442101 (WATER SERVICE); 1001 (GENERAL FUND); 000002 (GENERAL REVENUE ORG); 3511717 (TRAFFIC & PARKING FINES); AND FOR OTHER PURPOSES.

WHEREAS, on February 9, 2009 the City of Atlanta ("City") entered into an agreement with MSB Government Services, for FC-4678, Financial Collections, pursuant to Resolution 08-R-1783 adopted by the Atlanta City Council on October 20, 2008 and approved by the Mayor on October 23, 2008; and

WHEREAS, the term of the agreement is for two (2) years with two (2) one- year renewal option at the City's sole discretion; and

WHEREAS, MSB Government Services has performed the contracted services satisfactorily; and

WHEREAS, the Chief Financial Officer and the Chief Procurement Officer recommend the execution of Renewal Agreement No. 1 with MSB Government Services, at a compensation rate of 19.8% of the principal amount collected.

THE CITY COUNCIL OF THE CITY OF ATLANTA, GEORGIA, HEREBY RESOLVES, that the Mayor is authorized to execute Renewal Agreement No. 1 with MSB Government Services, for FC-4678, Financial Collections, at a compensation rate of 19.8% of the principal amount collected, to be charged to and paid from Fund, Department Organization and Account number to be charged to and paid from Fund, Department Organization and Account Number 7101 (Agency Fund) 190101 (JDA Municipal Courts Operations) 5212001 (Consulting/ Professional Services) 2650000 (Municipal Courts) 202361 (Collection Fee-Accts Recble) 91468 (Agency Fund 9999); 7101 (Agency Fund) 170101 (Commissioner Of Watershed Mgt) 5212001 (Consulting/ Professional Services); 1320000 (Chief Executive) 202361 (Collection Fee) 91468 (Agency Fund 9999); 7101 (Agency Fund) 190191 (Jda Municipal Court Operations) 5212001 (Consulting/ Professional Services) 2650000 (Municipal Courts) 202361 (Collection Fee- Accts Recble) 91468 (Agency Fund 9999).

BE IT FURTHER RESOLVED, that all funds collected will be deposited to Fund, Department Organization and Account number 1001 (General Fund) 000002 (General Fund Org) 3441102 (Sanitary Service); 1001 (General Fund) 000002 (General Fund Org) 3212002 (General Bus. Licenses); 5051 (Water & Wastewater Revenue Fund) 000002 (General Fund Org) 3442101 (Water Service); 5051 (Water & Wastewater Revenue Fund) 000002 (General Revenue Org) 3442551 (Sewer Services); 5051 (Water & Wastewater Revenue Fund) 000002 (General Revenue Org) 3442101 (Water Service); 1001 (General Fund); 000002 (General Revenue Org); 3511717 (Traffic & Parking Fines).

BE IT FURTHER RESOLVED, that the term of Renewal Agreement No. 1 will be for one (1) year, effective February 9, 2011 through February 8, 2012.

BE IT FURTHER RESOLVED, that the City Attorney is directed to prepare an appropriate Agreement for execution by the Mayor.

BE IT FINALLY RESOLVED, that the Renewal Agreement will not become binding on the City and the City will incur no obligation or liability under it until it has been approved as to form by the City Attorney, executed by the Mayor, attested to by the Municipal Clerk and delivered to the contracting parties.

Part II: Legislative White Paper: (This portion of the Legislative Request Form will be shared with City Council members and staff)

A. To be completed by Legislative Counsel:

Committee of Purview: Finance/ Executive Committee

Caption: A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE RENEWAL AGREEMENT NO. 1 WITH MSB GOVERNMENT SERVICES, FOR FC-4678, FINANCIAL COLLECTIONS, ON BEHALF OF THE DEPARTMENT OF FINANCE, AT A COMPENSATION RATE OF 19.8% OF THE PRINCIPAL AMOUNT COLLECTED TO BE CHARGED TO AND PAID FROM FUND, DEPARTMENT ORGANIZATION AND ACCOUNT NUMBER 7101 (AGENCY FUND) 190101 (JDA MUNICIPAL COURTS OPERATIONS) 5212001 (CONSULTING/ PROFESSIONAL SERVICES) 2650000 (MUNICIPAL COURTS) 202361 (COLLECTION FEE-ACCTS RECBL) 91468 (AGENCY FUND 9999); 7101 (AGENCY FUND) 170101 (COMMISSIONER OF WATERSHED MGT) 5212001 (CONSULTING/ PROFESSIONAL SERVICES); 1320000 (CHIEF EXECUTIVE) 202361 (COLLECTION FEE) 91468 (AGENCY FUND 9999); 7101 (AGENCY FUND) 190191 (JDA MUNICIPAL COURT OPERATIONS) 5212001 (CONSULTING/ PROFESSIONAL SERVICES) 2650000 (MUNICIPAL COURTS) 202361 (COLLECTION FEE- ACCTS RECBL) 91468 (AGENCY FUND 9999); ALL FUNDS COLLECTED WILL BE DEPOSITED TO FUND, DEPARTMENT ORGANIZATION AND ACCOUNT NUMBER 1001 (GENERAL FUND) 000002 (GENERAL FUND ORG) 3441102 (SANITARY SERVICE); 1001 (GENERAL FUND) 000002 (GENERAL FUND ORG) 3212002 (GENERAL BUS. LICENSES); 5051 (WATER & WASTEWATER REVENUE FUND) 000002 (GENERAL FUND ORG) 3442101 (WATER SERVICE); 5051 (WATER & WASTEWATER REVENUE FUND) 000002 (GENERAL REVENUE ORG) 3442551 (SEWER SERVICES); 5051 (WATER & WASTEWATER REVENUE FUND) 000002 (GENERAL REVENUE ORG) 3442101 (WATER SERVICE); 1001 (GENERAL FUND); 000002 (GENERAL REVENUE ORG); 3511717 (TRAFFIC & PARKING FINES); AND FOR OTHER PURPOSES.

Council Meeting Date: September 7, 2010

Requesting Dept.: Department of Finance

B. To be completed by the department:

1. Please provide a summary of the purpose of this legislation (Justification Statement).

The purpose of this legislation is to renew contract #FC 4678 with MSB Government Services to provide financial collection services on behalf of Department of Finance.

2. Please provide background information regarding this legislation.

This legislation authorizes the Chief Procurement Officer, on behalf of the Department of Finance Office of Revenue, to renew contract #FC-4678 with MSB to provide for the collection of delinquent accounts receivables which include; sanitary service charges accounts, solid waste charges, traffic and parking fines, water and wastewater charges, business license fees, parks and recreation fees, aviation fees, special assessments and all other governmental and enterprise fund account receivables. Compensation is based on 19.8% of the principal collected.

3. If Applicable/Known:

- (a) **Contract Type (e.g. Professional Services, Construction Agreement, etc):** Professional Services
- (b) **Source Selection:** Bid
- (c) **Bids/Proposals Due:**
- (d) **Invitations Issued:**
- (e) **Number of Bids:**
- (f) **Proposals Received:**
- (g) **Bidders/Proponents:**
- (h) **Term of Contract:** Remaining Terms: 2 One-year Renewals

4. Fund Account Center (Ex. Name and number): Funds will be deposited as follows: 1001 (General Fund) 000002 (General Fund Org) 3441102 (Sanitary Service); 1001 (General Fund) 000002 (General Fund Org) 3212002 (General Bus. Licenses); 5051 (Water & Wastewater Revenue Fund) 000002 (General Fund Org) 3442101 (Water Service); 5051 (Water & Wastewater Revenue Fund) 000002 (General Revenue Org) 3442551 (Sewer Services); 5051 (Water & Wastewater Revenue Fund) 000002 (General Revenue Org) 3442101 (Water Service); 1001 (General Fund) 000002 (General Revenue Org) 3511717 (Traffic & Parking Fines).

Funds will be charged as follows: 7101 (Agency Fund) 190101 (JDA Municipal Courts Operations) 5212001 (Consulting/Professional Services) 2650000 (Municipal Courts) 202361 Collection Fee-Accts Recble) 91468 (Agency Fund 9999); 7101 (Agency Fund) 170101 (Commissioner of Watershed Mgt) 5212001 (Consulting/Professional Services); 1320000 (Chief Executive) 202361 (Collection Fee) 91468 (Agency Fund 9999); 7101 (Agency Fund) 190191

(JDA Municipal Court Operations) 5212001 (Consulting/Professional Services) 2650000
(Municipal Courts) 202361 (Collection Fee - Accts Recble); 91468 (Agency Fund 9999)

5. Source of Funds:

6. Fiscal Impact: This legislation will result in the reduction of Accounts Receivables Balances and reductions in uncollected accounts.

7. Method of Cost Recovery: Cost Recovery is achieved by assessing customer for the 19.8% compensation paid to MSB to assist with collection of the delinquent amounts.

This Legislative Request Form Was Prepared By: Yolanda McCrory x8409



**CITY COUNCIL
ATLANTA, GEORGIA**

08-R-1783

AN AMENDED SUBSTITUTE RESOLUTION

BY: FINANCE EXECUTIVE COMMITTEE

A RESOLUTION AUTHORIZING THE MAYOR OR HER DESIGNEE TO ENTER INTO AN AGREEMENT WITH MSB GOVERNMENT SERVICES TO PROVIDE FINANCIAL COLLECTION SERVICES FOR FC-4678-08, FOR DELINQUENT ACCOUNT RECEIVABLES AT A COMPENSATION RATE OF 19.8% OF PRINCIPAL AMOUNT COLLECTED TO BE CHARGED TO AND PAID FROM FUND, DEPARTMENT ORGANIZATION AND ACCOUNT NUMBERS LISTED HEREIN; 7101 (AGENCY FUND) 100501 (DOF REVENUE AND COLLECTIONS) 5212001 (CONSULTING/PROFESSIONAL SERVICES) 1515000 (TREASURY) 202361 (COLLECTION FEE - ACCTS RECEIVABLE); 91468 (AGENCY FUND 9999); 7101 (AGENCY FUND) 170101 (COMMISSIONER OF WATERSHED MGT) 5212001 (CONSULTING/PROFESSIONAL SERVICES); 1320000 (CHIEF EXECUTIVE) 202361 (COLLECTION FEE) 91468 (AGENCY FUND 9999); 7101 (AGENCY FUND) 190191 (JDA MUNICIPAL COURT OPERATIONS) 5212001 (CONSULTING/PROFESSIONAL SERVICES) 2650000 (MUNICIPAL COURTS) 202361 (COLLECTION FEE - ACCTS RECEIVABLE); 91468 (AGENCY FUND 9999); AND FOR OTHER PURPOSES.

WHEREAS, the City of Atlanta (the "City") did solicit from qualified consulting firms proposals for FC-4678-08, Financial Collection Services, on behalf of the Department of Finance, to assist the City in the collection of delinquent account receivables for the City; and

WHEREAS, in accordance with the guidelines contained in the Procurement Code, the bid for FC-4678-08 was properly awarded to MSB Government Services; and,

WHEREAS, the City, upon recommendations of the Chief Financial Officer and Chief Procurement Officer desires to enter into a two-year-agreement, with an option of two (2) one-year renewals to commence upon the expiration of the initial term of agreement, provided such renewal is approved by Council; and

WHEREAS, a draft copy of the **CITY CONTRACTOR AGREEMENT - FINANCIAL COLLECTIONS** is attached as Exhibit A.



NOW, THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF ATLANTA, GEORGIA, that the Mayor or her designee is hereby authorized to enter into an Agreement with MSB Government Services, to provide financial collection services for FC-4678-08 Financial Collection Services for delinquent account receivables on behalf of the Department of Finance.

BE IT FURTHER RESOLVED, that compensation shall be based on 19.8% of the principal amount collected.

BE IT FURTHER RESOLVED, that the Chief Procurement Officer be and hereby is directed to prepare said Contract for execution by the Mayor, to be approved as to form by the City Attorney.

BE IT FURTHER RESOLVED, that all said services for said contract shall not become binding on the City of Atlanta, and the City of Atlanta shall not incur any liability nor obligation as to said Contract until the same has been signed by the Mayor and delivered to the contracting party.

BE IT FURTHER RESOLVED that funds will be charged as follows: 7101 (Agency Fund) 100501 (DOF Revenue and Collections) 5212001 (Consulting/Professional Services) 1515000 (Treasury) 202361 (Collection Fee-Accts Receivable); 91468 (Agency Fund 9999); 7101 (Agency Fund) 170101 (Commissioner of Watershed Mgt) 5212001 (Consulting/Professional Services) 1320000 (Chief Executive) 202361 (Collection Fee) 91468 (Agency Fund 9999); 7101 (Agency Fund) 190191 (JDA Municipal Court Operations) 5212001 (Consulting/Professional Services) 2650000 (Municipal Courts) 202361 (Collection Fee - Accts Receivable); 91468 (Agency Fund 9999).

BE IT FINALLY RESOLVED that all Resolutions and parts of Resolutions in conflict herewith are waived to the extent of the conflict.

A true copy,


Deputy Clerk

ADOPTED as amended by the Council
APPROVED by the Mayor

OCT 20, 2008
OCT 23, 2008

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: CANDACE BYRD

Dept.'s Legislative Liaison: LaShawn Gardiner

Contact Number: 404-330-6449

Originating Department: Department of Finance

Committee(s) of Purview: Finance/ Executive Committee

Chief of Staff Deadline: August 17, 2010

Anticipated Committee Meeting Date(s): September 1, 2010

Anticipated Full Council Date: September 7, 2010

Legislative Counsel's Signature: [Signature]

Commissioner Signature: [Signature]

Chief Procurement Officer Signature: [Signature]

CAPTION

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE RENEWAL AGREEMENT NO. 1 WITH MSB GOVERNMENT SERVICES, FOR FC-4678, FINANCIAL COLLECTIONS, ON BEHALF OF THE DEPARTMENT OF FINANCE, AT A COMPENSATION RATE OF 19.8% OF THE PRINCIPAL AMOUNT COLLECTED TO BE CHARGED TO AND PAID FROM FUND, DEPARTMENT ORGANIZATION AND ACCOUNT NUMBER 7101 (AGENCY FUND) 190101 (JDA MUNICIPAL COURTS OPERATIONS) 5212001 (CONSULTING/ PROFESSIONAL SERVICES) 2650000 (MUNICIPAL COURTS) 202361 (COLLECTION FEE-ACCTS RECBL) 91468 (AGENCY FUND 9999); 7101 (AGENCY FUND) 170101 (COMMISSIONER OF WATERSHED MGT) 5212001 (CONSULTING/ PROFESSIONAL SERVICES); 1320000 (CHIEF EXECUTIVE) 202361 (COLLECTION FEE) 91468 (AGENCY FUND 9999); 7101 (AGENCY FUND) 190191 (JDA MUNICIPAL COURT OPERATIONS) 5212001 (CONSULTING/ PROFESSIONAL SERVICES) 2650000 (MUNICIPAL COURTS) 202361 (COLLECTION FEE- ACCTS RECBL) 91468 (AGENCY FUND 9999); ALL FUNDS COLLECTED WILL BE DEPOSITED TO FUND, DEPARTMENT ORGANIZATION AND ACCOUNT NUMBER 1001 (GENERAL FUND) 000002 (GENERAL FUND ORG) 3441102 (SANITARY SERVICE); 1001 (GENERAL FUND) 000002 (GENERAL FUND ORG) 3212002 (GENERAL BUS. LICENSES); 5051 (WATER & WASTEWATER REVENUE FUND) 000002 (GENERAL FUND ORG) 3442101 (WATER SERVICE); 5051 (WATER & WASTEWATER REVENUE FUND) 000002 (GENERAL REVENUE ORG) 3442551 (SEWER SERVICES); 5051 (WATER & WASTEWATER REVENUE FUND) 000002 (GENERAL REVENUE ORG) 3442101 (WATER SERVICE); 1001 (GENERAL FUND); 000002 (GENERAL REVENUE ORG); 3511717 (TRAFFIC & PARKING FINES); AND FOR OTHER PURPOSES.

FINANCIAL IMPACT (if any): 19.8% of the principal amount collected

Mayor's Staff Only

Received by CPO: _____ Received by LC from CPO: _____

(date) 8/17/10 (date)

Received by Mayor's Office: [Signature] Reviewed by: [Signature]

(date) (date)

Submitted to Council: _____

(date)